



bucks
new university



GENDER PAY GAP REPORT 2017

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INTRODUCTION

The Government introduced legislation in 2017 for organisations with 250 employees to report their Gender Pay Gap. **The Gender Pay Gap** is defined as the difference between the mean or median hourly rate of pay that male and female colleagues receive.

The information in this report is based on the mandatory Gender Pay Gap Reporting (GPGR) snapshot date of **31 March 2017**. It provides contextual background and analysis by UCEA staff groups, Faculties, senior management and salary grades.

The University is currently undertaking a Transformation Programme, and the information in the report refers to the previous Academic structure of Design, Media and Management (DMM) and Society and Health (S&H) Faculties.

The University had a total of 858 eligible employees at the GPGR snapshot date of **31st March 2017**. This is represented as a total of **506 (59 %) female employees** and **a total of 352 (41%) male employees**.

The University's Gender Pay Gap is 10.59%. This compares favourably with Higher Education Institutions at 14.1%.

Other headline data includes a pay gap within senior management at **-3.27%**, Design, Media and Management is **7.08%** and Society and Health **2.02%**

While we are confident that males and females are paid equally for doing equivalent jobs across the University, there are several factors which influence our gender pay gap:

- Ratio of male to female employees
- fewer females in senior roles than males
- a higher proportion of females relative to men in low pay grades
- academic salaries are proportionately higher than salaries for Professional Service employees

The University is already proactively carrying out a number of initiatives to ensure gender equality for all employees. Some of these include our recruitment and selection processes of anonymized short-listing, skill-based recruitment tests appropriate for the role, unconscious bias training and flexible working options. With a long-standing and deep commitment to equality, diversity and inclusion (ED&I), this is an opportunity to reduce the pay differential to ensure all our staff have parity in pay. We have identified a number of actions to address the pay gap, and these are outlined in our action plan – 'closing the gap'.

WHAT IS THE GENDER PAY GAP?

The Gender Pay Gap shows the difference in the average pay between all males and females in the workforce.

It does not measure equal pay, which relates to what women and men are paid for the same jobs of equal value.

A positive percentage figure reveals that female employees have lower pay or bonuses than male employees. For example, a 5% gender pay gap indicates that females earn 5% less, on average than males. A negative percentage figure reveals that male employees have lower pay or bonuses than female employees. For example, a -5% gender pay gap indicates that females earn 5% more, on average than males.

Legislative Requirements

The University is required to publish six calculations on relevant employees before the 30th March 2018 on the Government Equalities Office (GEO) website and the University's website. The calculations are:

- Average pay gap as a mean average
- Average pay gap as a median average
- Average bonus gap as a mean average
- Average bonus gap as a median average
- The proportion of males receiving a bonus payment and portion of females receiving a bonus payment.
- The proportion of males and females in each quartile band.

Definitions

Gender Pay Gap Reporting (GPGR) definition of relevant employees are all employees employed by the University on the snapshot date **31 March 2017**. This includes full-pay relevant employees and also other employees employed on the snapshot date.

The GPGR regulations define ordinary pay as basic pay, paid leave, pay for piece-work, shift premium pay, and allowances.

The GPGR regulations exclude individuals based on a number of criteria: over-time pay, expenses, remuneration provided other than in money, staff who had reduced or unpaid leave of any kind during the recording timeframe, temporary staff who worked at points in the year and freelance staff.

The GPGR information is collated from data as at **31st March 2017** from "Business Connect", the University's Human Resources Payroll Information System, and is based on basic pay, allowances and bonuses.

Calculation Rationale/Methodology

The mean and median hourly male and female pay rate was calculated using the guidance from the Advisory, Conciliation and Arbitration Service (ACAS) Managing gender pay reporting December 2017.

The Gender Pay Gap report includes all relevant employees employed by the University on the snapshot date **31 March 2017**.

The data for the GPGR was analysed using the Universities and College Employers Association (UCEA) staff groups: Academic staff, Atypical, Managers, Clerical, Professional and Technical staff and Manual staff.

The data was further analysed by academic grade, by salary grade, and by the Higher Education Statistical Agency (HESA) contract level.

The following employees were excluded from the GPGR calculations:- external examiners and reviewers who have no definable hours recorded, employees with payment vouchers (and, therefore unable to identify the number of hours worked) and employees identifying as non-binary, (i.e.) neither male nor female.



GENDER PAY GAP STATUTORY REQUIREMENTS BUCKS NEW UNIVERSITY

Total Employees



506

352

The mean and median pay gap gender pay gap based on an hourly rate of ordinary pay



£17.73

£19.83

Mean pay gap
10.59%

Bonus Pay
Not applicable, bonuses not paid.



£16.64

£18.64

Median pay gap
10.75%

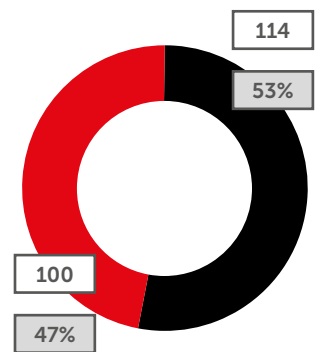
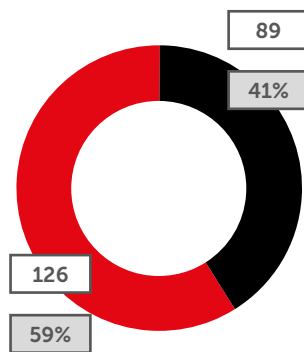
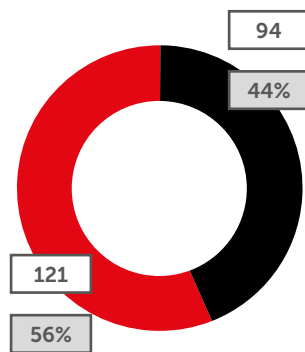
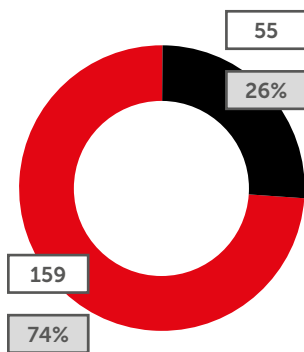
Proportion of males and females in each mean hourly rate quartile band

Q1 Lower

Q2: Lower middle

Q3: Upper middle

Q4: Upper quartile



Female Male

THE COMPOSITION OF THE UNIVERSITY'S WORKFORCE

A total of **858 eligible employees** at the GPR snapshot date of 31 March 2017



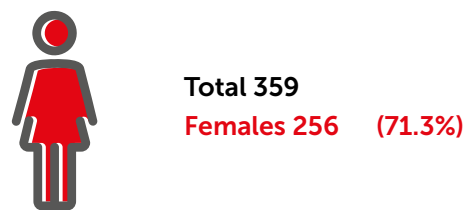
The University's gender balance is largely is slightly higher than the Higher Education (HE) workforce of female 54% and male 46%.

Source: Universities Colleges Employers Association (UCEA) Examining the Gender Pay Gap 2017

FULL-TIME EMPLOYEES 499 (58%)

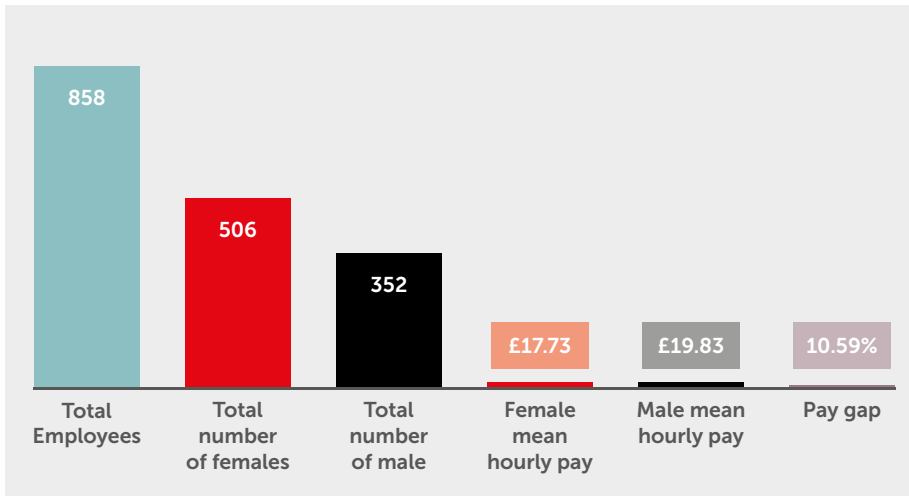


PART-TIME EMPLOYEES 359 (42%)



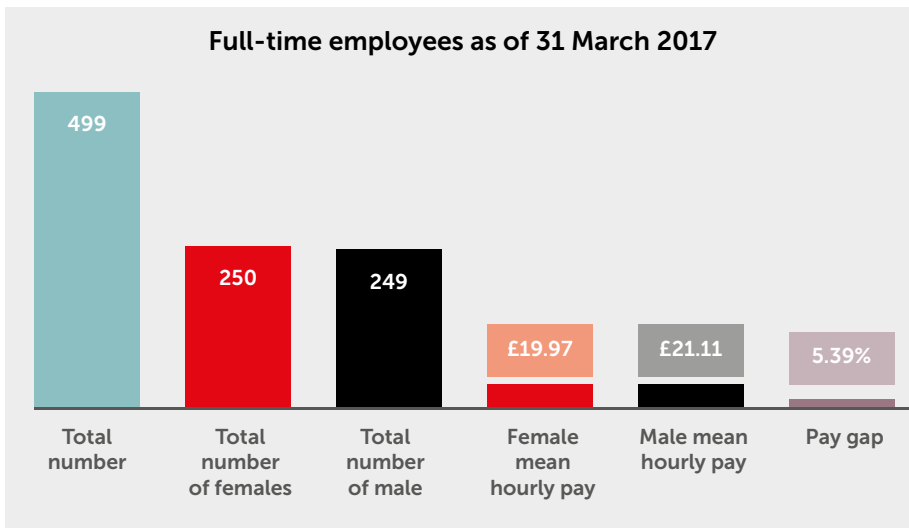
The breakdown above provides further details of full-time and part-time employees in Bucks New University.

ALL EMPLOYEES

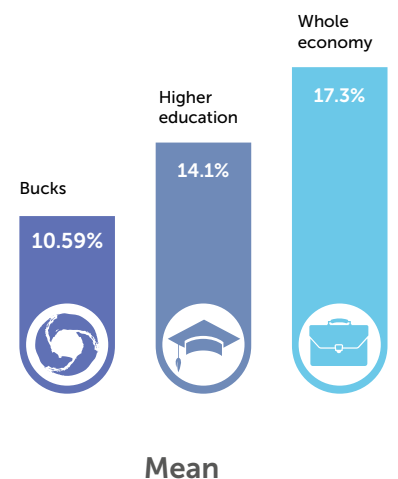
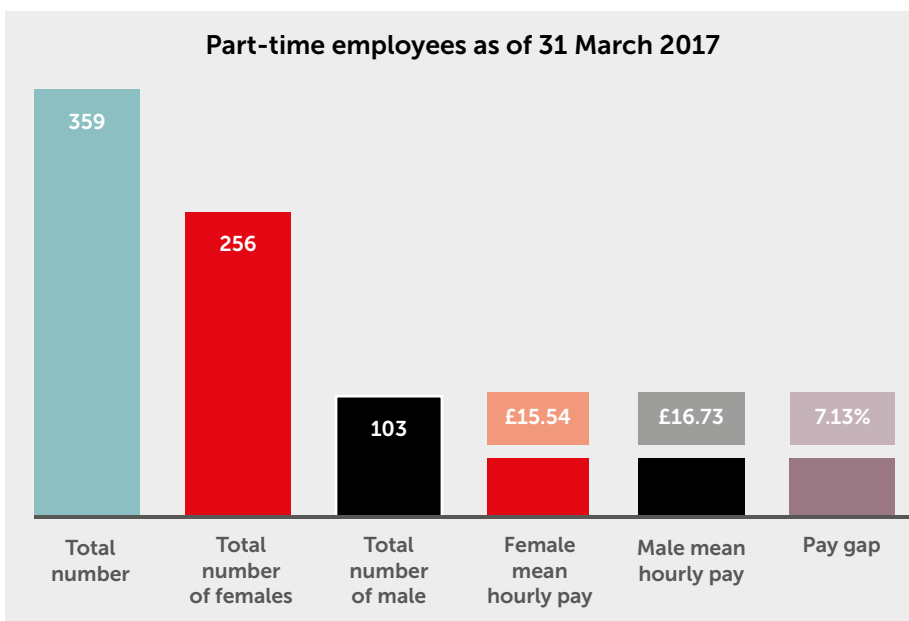


A gender pay gap of **10.59%** based on a mean hourly rate of £19.83 and a female mean hourly rate of **£17.73**

A higher percentage of **female employees 256 (71.3%)** work part time with a **mean hourly pay of £15.54** compared to **males 103 (28.6%)** with a **mean hourly pay of £16.74**. Consequently, the disproportionate level of females in this group illustrates a pay gap of 7.13%. The University has a higher percentage of female part-time workers compared to the HE sector at 41%.



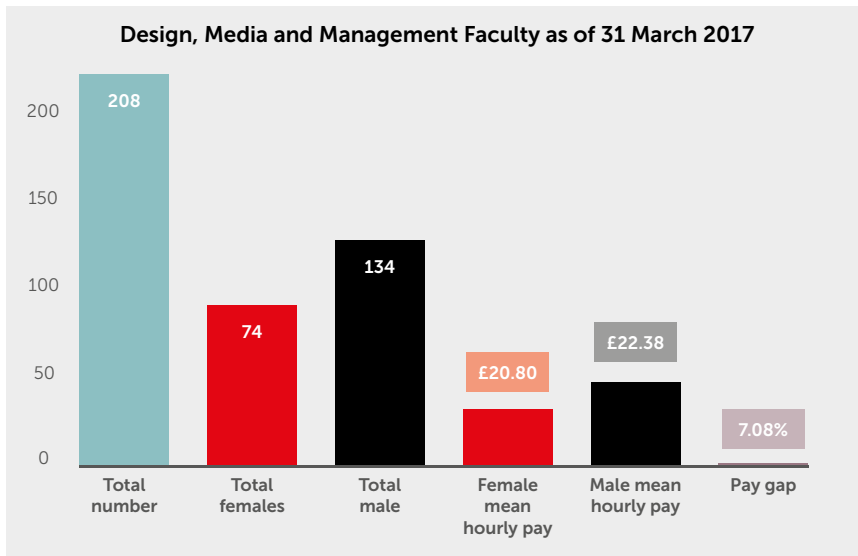
The Universities and College Employers Association (UCEA) report Examining the Gender Pay Gap in Higher Education illustrates that the mean pay gap for the Higher Education Institutions (HEIs) is 14.1%, and 17.5% for the whole economy.



FACULTY

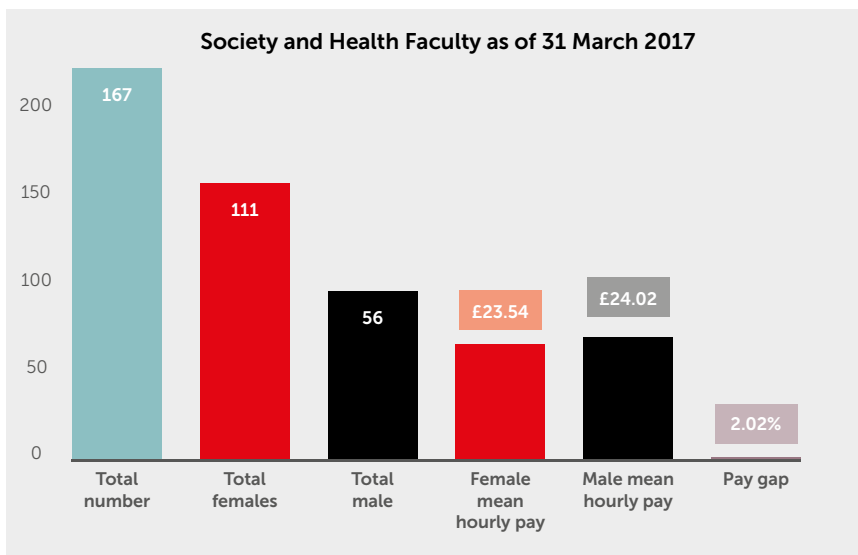
Design, Media and Management

Total Employees 208

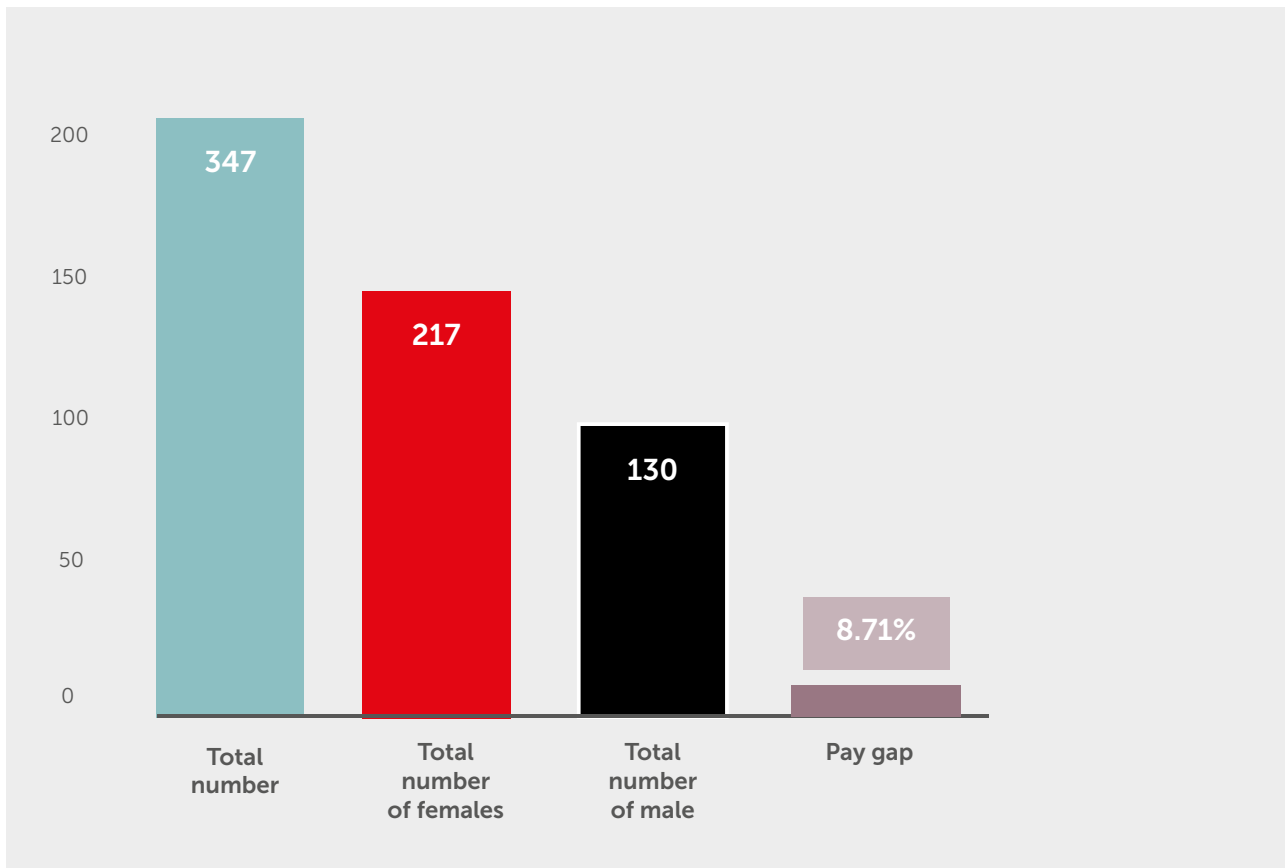


Society and Health

Total Employees 167



PROFESSIONAL SERVICES

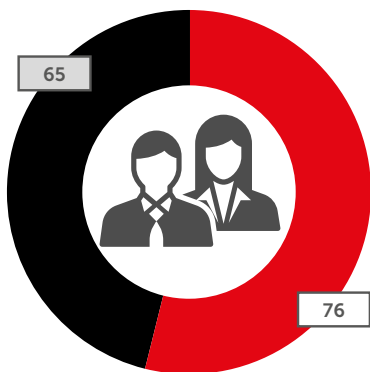


UNIVERSITY AND COLLEGE EMPLOYERS ASSOCIATION (UCEA) STAFF GROUPS

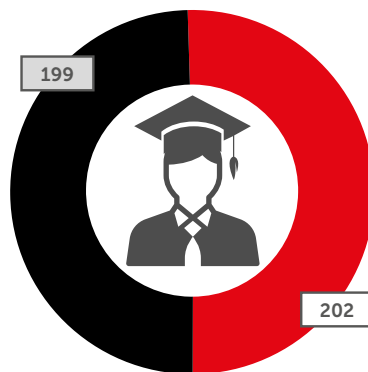
Staff group	Professional & Technical	Academic Staff	Clerical	Managers	Manual staff	Atypical*	Total employees
Number of staff	141	401	150	23	28	115	858
Pay gap	-9.49%	3.40%	8.65%	-9.46%	1.41%	-21.77%	10.59%
Male	65	199	38	12	11	27	352
Female	76	202	112	11	17	88	506

*Atypical employees include staff on short term or one-off contracts and casual employees

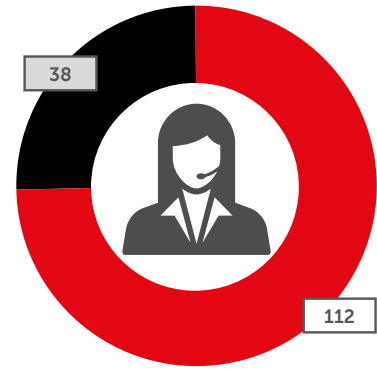
■ Female ■ Male



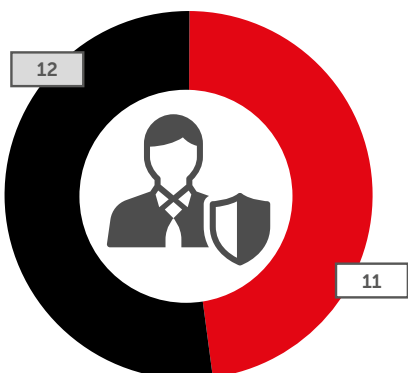
Professional and Technical Employees



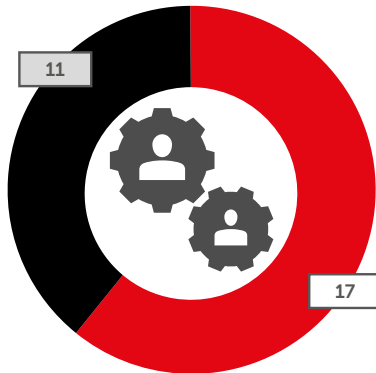
Academic Staff



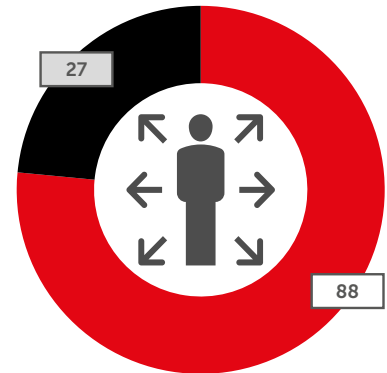
Clerical staff



Managers



Manual staff

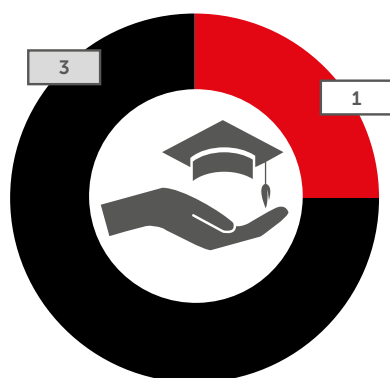


Atypical*

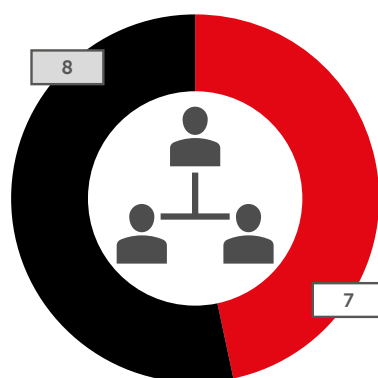
ACADEMIC STAFF

	Total Academics	Head of Academic Departments	Head of School	Professors	Principal Lecturers	Senior Lecturers	Lecturers	Associate Lecturers	Reader
Number of staff	383	15	4	6	29	219	20	89	1
Pay gap	1.86%	-0.82%	-1.23%	6.74%	2.69%	3.47%	-0.39%	-0.47%	0
Male	193	8	3	3	18	103	13	45	0
Female	190	7	1	3	11	116	7	44	1

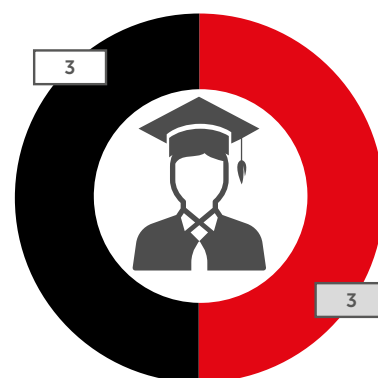
■ Female ■ Male



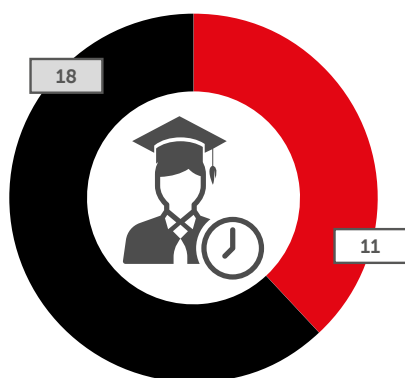
Head of School



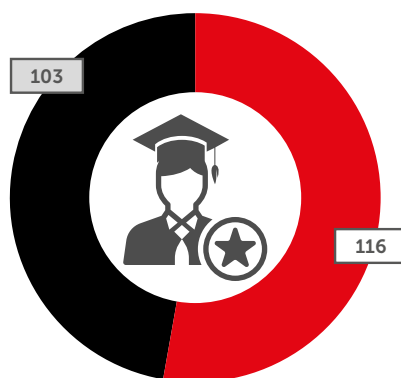
Head of Academic Departments



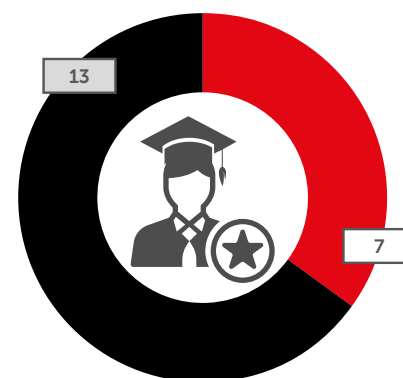
Professors



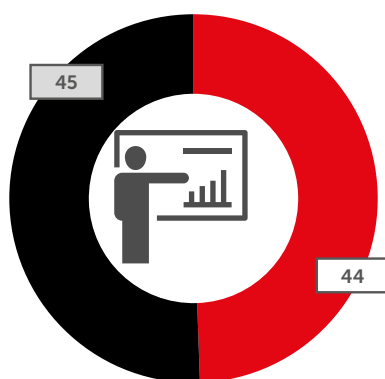
Principal Lecturers



Senior Lecturers



Lecturers



Associate Lecturers

The University had a 5% higher percentage of female academics compared to the gender balance within HE sector at 45% females and 55% males .

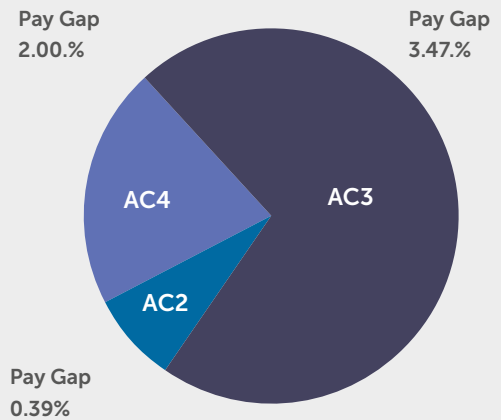
Source: UCEA Examining the Pay Gap 2017

The University had a greater percentage of female professors at 50% compared to 23% with-in the HEI sector.

Source: UCEA Examining the Pay Gap 2017

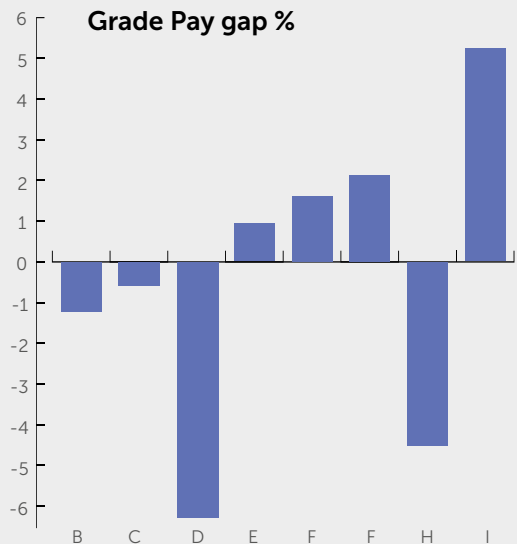
SALARY GRADE ACADEMICS

Grade	Lecturers AC2	Senior lecturers AC3	Principle lecturers AC4
Number of staff	20	219	28
Pay gap	-0.39%	3.47%	2.00%
Male	13	103	17
Female	7	116	11



PROFESSIONAL SERVICES

Grade	B	C	D	E	F	G	H	I
Number of staff	5	37	66	62	54	63	27	13
Pay gap	-1.24	-0.51%	-6.11%	0.94	1.62	2.14	-4.53	5.24
Male	2	10	16	25	25	29	8	7
Female	3	27	50	37	29	34	19	6



The University uses the Higher Education Role Analysis (HERA) a analytical job grading and salary scale to determine the grade of the job on the pay scale based on the total points score for the position.

There was a negative pay gap within the grades C,D and H due to a higher percentage of female employees in these grades.

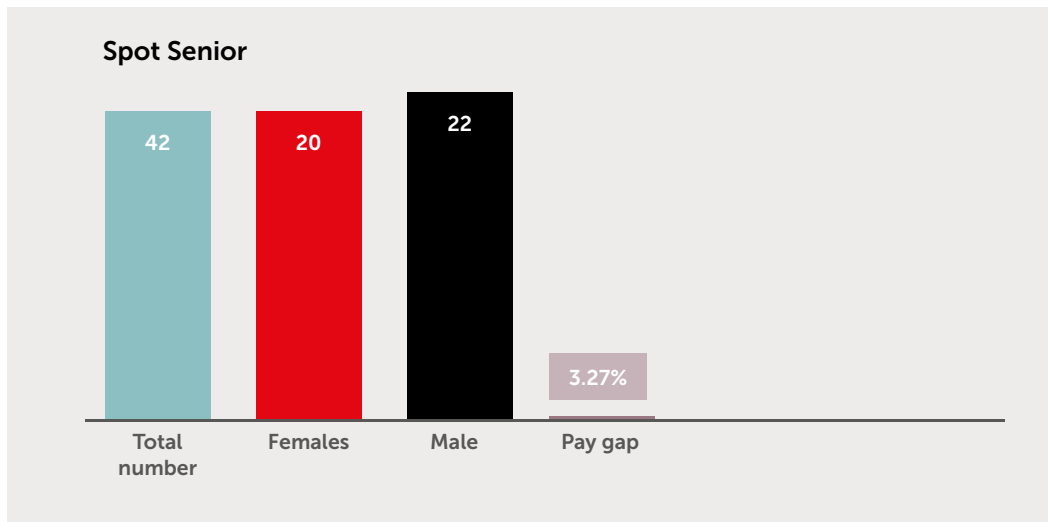
Grades AC2 - AC4 illustrates total number of employees in favour of females, males 45.7% and females 54.3% respectively.

Except for a pay gap in the AC2 grade of -0.39%. The pay gap for grades AC3 and AC4 is 3.47% and 2.00% respectively.

SPOT SALARY

Spot Salary

A spot salary is not expressed on the Higher Education Role Analysis (HERA) pay grade, (an analytical job grading and salary scale to determine the grade of the job on the pay scale based on the total points score for the position). A spot is a bespoke salary based on employee skills, experience and the comparable market rate within the sector.



Spot senior

This category comprised the Senior Management of the University and includes the Vice-Chancellor, Pro-Vice Chancellor, Deputy Vice-Chancellor, Academics Heads of Schools, Senior roles in Professional Services.

WHY THE PAY GAP - CLOSING THE GAP

Why the Pay Gap?

While we are confident that males and females are paid equally for doing equivalent jobs across the University, there are several factors that influence our pay gap:

- There are fewer females in senior roles than males.
- There is a higher proportion of females relative to males in lower pay grades.
- Length of service – employees generally start on the lowest grade point within the band and progress through the scales. Some employees commence at a higher grade within the band based on their experience and expertise.
- Female employees who have taken time out of their career for parental or caring responsibilities.
- More females work part-time at the University compared with males (71.3% v 28.7%). It is recognised that part-time workers tend to be concentrated in the lower pay grades. Whilst the University is pleased and proud to promote flexible working, it is recognised that women are more likely to request or be appointed to part-time working arrangements.
- The imbalanced distribution within academics and senior management with more males at the top of the pay scale.

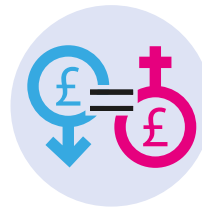
Closing the Gap

We recognise that there are initiatives that can be implemented to address our gender pay gap. The university is already proactively undertaking:



- Anonymised short-listing in our recruitment and selection process.
- Recruitment tests appropriate for the role.
- Unconscious bias training.
- Flexible working options.

The University is committed to equality and diversity in all of its activities. The Gender Pay Gap report is an important contribution to our continuing efforts in ensuring equity and equality in our processes and procedures and, through it, the University has identified points for action.



Equal Pay

- Continuing to participate in a bi-annual Equal Pay Audit to ensure we have the full picture so we can address any imbalances.
- Discussing the Gender Pay Gap report with our staff and trade unions for consultation and contribution.



Equality, Inclusion & Diversity Committee

- Establishment of the Equality, Inclusion & Diversity Committee to drive actions to address issues related to the gender pay gap.
- Local EDI plans across the University to include specific and measureable actions on recruitment, development and career progression of female staff.
- Promoting annual events such as International Women's Day and promoting initiatives to challenge discrimination and stereotypes.
- The academic probation and promotion process to include equality analysis.

Development



- Management Development programme to specifically include modules on managing development to support the development of under-represented staff groups within senior positions such as female staff.



- Identification of a variety of leadership approaches such as mentoring, coaching and leadership development workshop for female staff to support and enhance their career development.



- Establish processes and positive action initiatives to support female staff to progress their career so gender representation at senior levels is more reflective of the gender balance of the institution

overall. This will include talent management and succession planning to identify future female leaders.

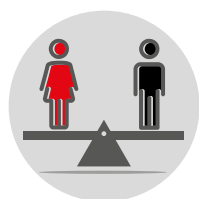
- Participation in the HE Sector Aurora development programme both as Mentors and attendees to develop and support female talent.



Equality Challenge Unit

- The University works with Advance HE on equality issues. We will undertake a feasibility study to

assess the merits and value of the charters, including the Athena Swan Chartership. The charter encourages and recognises commitment to advancing the careers of women in science, technology, engineering, maths and medicine (STEMM) higher education and research.



Academic and Professional Frameworks

The Bucks Academic and Professional framework, once implemented will provide clarity on expectations for roles at each level. This will

further support and prepare female employees for progression within the University.

The University recognises that the narrowing the gap is an ongoing process. We will continue to progress initiatives to address this and actively track our progress through our People Strategy.